

प्रेषक,

एम० रामचन्द्रन,
मुख्य सचिव,
उत्तरांचल शासन।

सेवा में,

- 1-अपर मुख्य सचिव,
उत्तरांचल शासन।
- 2-समस्त प्रमुख सचिव/सचिव
उत्तरांचल शासन।
- 3-मण्डलायुक्त गढ़वाल/कुमाऊँ,
उत्तरांचल।
- 4-समस्त विभागाध्यक्ष/कार्यालयध्यक्ष,
उत्तरांचल।
- 5-समस्त जिलाधिकारी,
उत्तरांचल।

सामान्य प्रशासन विभाग

देहरादून : दिनांक : 24 जुलाई, 2006

विषय : लोक प्रशासन में अतिविशिष्ट एवं अनुकरणीय कार्य करने वाले लोक सेवकों को प्रधानमंत्री पुरस्कार प्रदान किया जाना।

महोदय,

उपरोक्त विषय के सम्बन्ध में प्रशासनिक सुधार एवं लोक शिकायत विभाग, कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय, भारत सरकार, 6वें तल, सरदार पटेल भवन, पार्लियामेन्ट स्ट्रीट, नई दिल्ली की दिज्ञप्ति की प्रति संलग्न करते हुए मुझे यह कहने का निदेश हुआ है कि आप कृपया अपने विभाग में उपरोक्त श्रेणी में आने वाले लोक सेवकों के द्वारा किये गये कार्यों का विस्तृत विवरण अपनी संस्तुति सहित 5 अगस्त, 2006 तक शासन को उपलब्ध कराया जाना सुनिश्चित करें ताकि समीक्षा उपरान्त राज्य सरकार की संस्तुति सहित प्रस्ताव समयान्तर्गत भारत सरकार को प्रेषित किया जा सके।

संलग्नक: उपरोक्तानुसार।

भवदीय,

(एम० रामचन्द्रन)
मुख्य सचिव।

Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Administrative Reforms & Public Grievances

PRIME MINISTER'S AWARDS FOR EXCELLENCE IN PUBLIC ADMINISTRATION

With a view to recognizing the extraordinary and exemplary performance of civil servants, the Government of India announces Institution of the Prime Minister's Awards for Excellence in Public Administration. All officers of Central and State Governments individually or as a group or as organizations are eligible for consideration.

Nominations are invited from Central Government Ministries/ Departments/State Governments/Non-Governmental Organisations and other stakeholders for the year 2006-07. **The last date for receipt of nominations is 14 August, 2006.**

Modalities and other details of the scheme are available at the websites of the Department of Administrative Reforms and Public Grievances (<http://darpg.nic.in>) and Administrative Staff College of India (<http://www.asci.org.in>).

Contact person for further clarifications

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Prime Minister's Awards for excellence in Public Administration

The Award

The Government of India has decided to introduce "Prime Minister's Awards for excellence in Public Administration" to recognize the extraordinary and innovative work done by the officers of the Central and State Governments.

Objective of the Scheme

The Scheme is envisaged to acknowledge the outstanding and exemplary performance of civil servants. An illustrative list of work/projects, which may be considered for the award is given below:

- Implementation of innovative schemes/projects;
- Bringing in perceptible systemic changes and building up institutions
- Making public delivery systems efficient and corruption free;
- Showing innovation and adaptation to meet the stakeholders' requirements;
- Extraordinary performance in emergent situations like floods, earthquake etc.
- Setting high standards of services and continued improvement, showing high leadership qualities and improving employee motivation etc.

Generally, not more than one award will be given in each area mentioned above.

Scope of the Scheme

All officers of Central and State Governments individually or as a group or as organizations are eligible to be considered for the awards.

Details of Award

The Award would comprise the following:

- i) A medal
- ii) A scroll, and
- iii) Cash award of Rs.100,000/-. In case of a group of officials total award money for that group will be Rs.5 lakhs subject to a maximum

of Rs.1 lakh per person. The amount for an organization will be upto a limit of Rs.5 lakhs.

The Prime Minister would distribute the Awards in a ceremonial function.

Modalities

(I) Nomination

Nomination of an individual or a group of officers or an organization can be made by Central Government Departments/ Ministries/State Governments/Non-Governmental Organisations and other stake-holders. Nominations must be accompanied by details of work done by each individual, innovative methods used for improving service delivery, period and circumstances in which the job was done and initiative taken by the officers concerned. Innovations in public administration are very often the output of good teamwork and leadership. Therefore, recognition should be accorded to the institution/ office, which introduced the innovation as much as the few individuals who provided the leadership in translating ideas into action. It is also important to ensure that the innovations are sustainable and result in permanent improvements in service delivery.

The State Governments will constitute a State level Committee to shortlist their nominations and verify the facts before forwarding the nominations to the Central Government.

(II) Screening

The Expert Committee will be chaired by Secretary (Personnel) and will consist of five other Members. Of the five members, two members shall be retired civil servants of the level of Secretary. One of them shall be from the IAS and one from any other service. The remaining three members shall be eminent persons from the areas of civil society, academics, management and media, to be approved by PM. The committee would examine the nominations and would conduct spot studies also. It would also have the power to suo moto recommend officers. If required, Committee can also co-opt members. It will short-list and recommend atleast 25 nominations to the Empowered Committee after verifying the facts.

(III) Recommendations

The recommendations made by the Expert Committee would be considered by an Empowered Committee comprising the following officers:

Cabinet Secretary	Chairperson
Principal Secretary to Prime Minister	Member
Secretary, Planning Commission	Member
2 or 3 eminent persons from outside Government	Member
Secretary (Personnel)	Member-Secretary

Eminent personalities from outside the Government would be nominated with the approval of Prime Minister. The Empowered Committee may also ask the nominees to make presentations on their respective projects/work. It will make the final recommendations for approval of the Prime Minister.

V) Announcement of Awards

The awards would be announced on January 26 each year. The schedule would be as follows:

- Last date of receiving nominations – July 31
- Short listing of nominations – August 31
- Recommendation by Expert Committee – November 15
- Finalization of recommendations by the Empowered Committee—
December 15
- Recommendations to reach PMO – December 25

[Click here for nomination form](#)

Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Administrative Reforms & Public Grievances

Prime Minister's Award for Excellence in Public Administration

Nomination Form

1. Area under which the nomination is being made [please tick (✓)]:

- ☐ Implementation of Innovative Scheme / Projects
- ☐ Bringing perceptible systemic changes and building up institutions
- ☐ Making public delivery systems efficient and corruption free
- ☐ Showing innovation and adaptation to meet stakeholders' requirements
- ☐ Extraordinary performance in emergent situations like floods, earthquake etc.
- ☐ Setting high standards of services and continued improvement, showing high leadership qualities and improving employee motivation etc.

2. Category under which the nomination is being made [please tick (✓)]:

- ☐ Officer(s) of Central / State Government – Individually
- ☐ Officer(s) of Central / State Government – As a group
- ☐ Organization / Institution / Office

3. Details of the Nominee:

a) Name of the individual responsible (Dr. / Mr. / Ms.):

b) Name of the Institution:

c) Complete Postal Address (With Pin Code):

d) Contact Details:

Phone No.

Fax No.

E-Mail ID

Mobile Phone No.s

4. Information on the Institution making the nomination:

a) Name of the Authorized Official (Dr. / Mr. / Ms.): _____

b) Name of the Institution: _____

c) Complete Postal Address (With Pin Code):

d) Contact Details:

Phone No. _____

Fax No. _____

E-Mail ID _____

Mobile Phone No.s _____

5. Title of the specific Initiative / project for which this nomination is being made:

6. Under which of the following broad areas of governance does the Initiative fall?
[please tick (✓)]

- ☐ Education
- ☐ Healthcare
- ☐ Law & Order
- ☐ Justice delivery
- ☐ Urban Management
- ☐ Agriculture & Rural development
- ☐ Environment
- ☐ Employment generation
- ☐ Citizen empowerment
- ☐ Infrastructure development/improvement
- ☐ Other (Please specify): _____